



Application for a Public Assembly Permit

Ordinance No. 030-1996 partially states:

- “ e) **Public assembly** means an outdoor gathering, or a gathering in temporary structures such as tents, of individuals which may be attended by members of the general public, with or without admission charge, when the anticipated daily attendance is expected to exceed **250 persons a day** and which occurs on **more than one day** per calendar month, including flea markets, but excluding:
- (i) events or functions, put on by any government agency including athletic events on athletic fields; or
 - (ii) camping activities conducted by charitable organizations devoted to serving young people.
- f) **Public Place** means:
- (i) a place with respect to which the State, County or Federal government normally has authority to control or prohibit use by the general public; or,
 - (ii) a place with respect to which a private person permits use by the general public.

Section 2. Public Assembly Permit Required.

No person may hold a public assembly unless a permit has first been obtained from the Planning Director.

Section 3. Application for a Public Assembly Permit.

- a) An application for a permit to hold a public assembly must be filed with the Planning Director at least 9 days before the day on which the public assembly is to be held. However, if the public assembly is to be held within 9 days after a specific and unanticipated event or announcement of public importance and in response to it, the application may be filed within 24 hour after the event or announcement and at least 36 hours before the public assembly is to be held. The Planning Director may also receive and act on an application even though the application was not filed in time if necessary to preserve the First Amendment rights of an applicant.”

THE FOLLOWING INFORMATION IS REQUIRED IN ORDER TO OBTAIN A PUBLIC ASSEMBLY PERMIT

Permit # _____ Date: _____

Applicant Name: _____

Residence Address: _____ Phone: _____

Principal Officers of the Applicant: _____

Individual authorized to represent applicant: _____

Designated Place Assembly Is To Be Held: _____

Date(s) to be held: _____

Anticipated Hours of Operation: _____

Estimated numbers of persons expected to participated in or attend _____

Please attach the following:

1. Permission granted by the person or government having the authority to grant use of that place (in the case of County-Owned property, a completed "County Use Form" from the Public Works Division).
2. A description of the general nature of the public assembly and the arrangements made to protect the public health and safety during the conduct of the public assembly, including arrangements with respect to traffic direction and control, crowd control and sanitation facilities.
3. Any additional information the applicant wishes to furnish.

Signature of the Applicant

Approved For Issuance of Permit

Director of Planning & Environmental Resources

Date & Filing Time